

**From:** [OMEALY Mikell](#)  
**To:** [Eric Blischke/R10/USEPA/US@EPA](#); [Chip Humphrey/R10/USEPA/US@EPA](#)  
**Cc:** [JOHNSON Keith](#); [ANDERSON Jim M](#)  
**Subject:** FW: Initial Draft of Meeting Facilitation Document  
**Date:** 04/07/2006 02:17 PM  
**Attachments:** [meeting facilitation.doc](#)

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Thanks, Eric and Chip. Attached are suggested changes reflecting input from me and Keith. Jim, Keith and I agree that a very strong message, such as this, is needed from EPA to the whole team. If you have any questions about our edits, please let me know.

Thanks,  
Mikell

-----Original Message-----  
From: Blischke.Eric@epamail.epa.gov  
[mailto:Blischke.Eric@epamail.epa.gov]  
Sent: Friday, April 07, 2006 12:28 PM  
To: OMEALY Mikell  
Cc: Humphrey.Chip@epamail.epa.gov  
Subject: Initial Draft of Meeting Facilitation Document

Mikell, here is an initial draft. The current draft has not been completely worked out between Chip and myself. However, I wanted you to see what our thoughts are. Chip will be finalizing this either today or on Monday. Any input on the 9 facilitation steps outlined in the document is appreciated.

Thanks, Eric

(See attached file: meeting facilitation.doc)